
BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY

WASHINGTON BOROUGH COUNCIL MINUTES

April 21, 2020

The regular meeting of the Borough Council of Washington, Warren County, New Jersey was held via ZOOM live stream at 7:00 P.M.

Roll Call: Conry, Cox, Duchemin, Noone, Norris, Valle and Higgins.

Also Present: Matthew Hall, Manager
Laurie A. Barton, Borough Clerk
Leslie Parikh, Attorney

Mayor Higgins led everyone in the flag salute.

Mayor Higgins read the following statement into record:

“The requirements of the Open Public Meetings Law, 1975, Chapter 231, have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the bulletin board, borough website and Facebook stating the time, place and purpose of the meeting as required by law.”

Mayor Higgins asked for a moment of silence for the victims of the Corona virus.

MINUTES

Motion made by Noone and seconded by Valle to approve the minutes of March 17, 2020 and April 7, 2020.

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, Valle, Higgins.

Ayes: 7, Nays: 0 Abstain 1 (Duchemin abstains from the March 17th minutes)
Motion Carried.

PUBLIC COMMENT

Due to technical issues Mr. Zins from the U S Census will be invited back to the May 5th meeting for his presentation.

ORDINANCE 2nd Reading

Motion made by Norris and seconded by Noone to open the public hearing for Ordinance 2020-06.

Hearing no public comment, motion to close the public hearing made by Noone and seconded by Conry, all were in favor.

Motion made by Conry and seconded by Norris to adopt Ordinance 2020-06.

Roll Call: Conry, Cox, Duchemin, Noone, Norris, Valle and Higgins.
Ayes: 6, Nays: 1 (Cox)
Motion passes.

**ORDINANCE 2020-06
CALENDAR YEAR 2020
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Washington in the County of Warren finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5 % increase in the budget for said year, amounting to \$ 33,729.23 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Washington Borough, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Borough of Washington shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$118,052.30, and that the CY 2020 municipal budget for the Borough of Washington be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Motion made by Norris and seconded by Conry to open the public hearing for the 2020 Budget.

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, Valle, Higgins.

Ayes: 7, Nays: 0
Motion Carried.

CFO, Natasha Turchan and Auditor Tom Ferry explained briefly the 2020 budget. Auditor, Tom Ferry previously distributed a power point presentation to Mayor and Council as he went through the budget.

Hearing no public comment, motion made by Norris and seconded by Conry to close the public hearing, all were in favor.

Motion made by Noone and seconded by Conry to introduce Resolution 2020-75 Amending the 2020 Budget. Public hearing scheduled for May 19, 2020.

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, Valle, Higgins.

Ayes: 6, Nays: 1 (Cox)
Motion Carried.

	<u>FROM</u>	<u>TO</u>
3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items		
Reserve for Shade Tree	0.00	500.00
Animal Control Trust Fund	5,500.00	0.00
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	26,500.00	21,500.00
Summary of Revenues:		
1. Surplus Anticipated	600,000.00	602,560.19
3. Miscellaneous Revenues		
Total Section A: Local Revenues	1,184,000.00	1,164,000.00
Total Section D: Interlocal Agreements	235,000.00	181,666.68
Total Section F: Public and Private Revenues	178,260.57	163,298.57
Total Section G: Special Items of General Revenue	26,500.00	21,500.00
Total Miscellaneous Revenues	2,217,136.57	2,123,841.25
Subtotal General Revenues	3,225,136.57	3,134,401.44
6. Amount to Be Raised By Taxes for Support of Municipal Budget		5,413,680.88
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	5,413,291.89	5,413,680.88
Total Amount to be Raised by Taxes for Support of Municipal Budget	5,561,675.81	5,562,064.80
7. Total General Revenues	8,786,812.38	8,696,466.24
8. General Appropriations:		
a. Operations Within "CAPS":		
Administrative and Executive-Other Expenses	65,700.00	85,700.00
Animal Control-Salaries and Wages	0.00	4,500.00
Total Operations (Items 8(A) Within "CAPS"	3,140,074.89	3,164,574.89
Detail		
Salaries and Wages	1,182,886.89	1,187,386.89
Other Expenses	1,957,188.00	1,977,188.00
E. Deferred Charges and Statutory Expenditures - Municipal within "CAPS"		
Animal Trust Shortage	0.00	449.18
Total Deferred Charges and Statutory Expenditures	267,600.00	268,049.18

	FROM	TO
(H-1) Total General Appropriations For Municipal Purposes Within "CAPS"	3,407,674.89	3,432,624.07
(A) Operations Excluded From "CAPS"		
Declared State of Emergency Costs for Coronavirus Response	0.00	10,000.00
Total Other Operations- Excluded From "CAPS"	148,383.92	158,383.92
Shared Service Agreements:		
Shared Services-Animal Control-Salaries and Wages	81,579.00	77,079.00
Shared Service-Oxford Township Administrator	100,000.00	46,666.68
Total Shared Service Agreements	3,078,573.00	3,020,739.68
Public and Private Programs Offset By Revenues		
Municipal Alliance-State Share	17,462.00	0.00
Total Public and Private Programs Offset By Revenues	180,760.57	163,298.57
Total Operations - Excluded From "CAPS"	3,407,717.49	3,342,422.17
Detail:		
Salaries and Wages	216,579.00	158,745.68
Other Expenses	3,191,138.49	3,183,676.49
(C) Capital Improvements - Excluded From "CAPS"		
Capital Improvement Fund	110,000.00	60,000.00
Total Capital Improvements Excluded from "CAPS"	110,000.00	60,000.00
(H-2) Total General Appropriations for Municipal Purposes Excluded From "CAPS"	4,659,179.49	4,543,884.17
(O) Total General Appropriations-Excluded From "CAPS"	4,659,179.49	4,543,884.17
(L) Subtotal General Appropriations (Items (h-1) and (o))	8,066,854.38	7,976,508.24
9. TOTAL GENERAL APPROPRIATIONS	8,786,812.38	8,696,466.24
8. GENERAL APPROPRIATIONS		
Summary of Appropriations		
(H-1) Total General Appropriations For Municipal Purposes Within "CAPS"	3,407,674.89	3,432,627.07
(A) Operations Excluded From "CAPS"		
Other Operations	148,383.92	158,383.92
Shared Service Agreements	3,078,573.00	3,020,739.68
Public & Private Programs Offset by Revenues	180,760.57	163,298.57
Total Operations Excluded From "CAPS"	3,407,717.49	3,342,422.17

	FROM	TO
(C) Capital Improvements	110,000.00	60,000.00
Total General Appropriations	8,786,812.38	8,696,466.24
Dedicated Redrevenue from Utility Anticipated Revenue		
Operating Surplus	470,555.00	709,129.00
Total Operating Surplus Anticipated	470,555.00	709,129.00
Total Sewer Utilities Revenue	2,745,555.00	2,984,129.00
Appropriation for Sewer utility Debt Service Infrastructure Trust Principal and Interest	83,340.00	96,914.00
Surplus (General Budget)	575,000.00	800,000.00
Total Sewer Appropriations	2,745,555.00	2,984,129.00

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for her certification of the local municipal budget so amended.

Public hearing on this amendment will be held on May 19th at 7 p.m.

Participants should dial into the meeting using the following toll-free number: (877) 853-5247.
 Upon dialing the number, please enter the following meeting ID: 935 2131 4017 followed by the pound sign.
 If a participant ID is requested, please simply press the pound sign again. At that point you will be entered into the meeting but will be on mute.
 In order to indicate that you would like to ask a question or make a comment, please press *9 which will signal to the meeting host that you would like to be heard.

It is hereby certified that this is a true copy of a resolution amending the budget, was introduced by the governing body on the _21_ day of _April_, 2020.

Certified by me

_____, 2020

Municipal Clerk

Motion made by Valle and seconded by Noone to approve Resolution 2020-74.

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, Valle, Higgins.

Ayes: 7, Nays: 0
 Motion Carried.

RESOLUTION #2020-74 RESOLUTION AUTHORIZING THE RELEASE OF THE BALANCE IN ESCROW ACCOUNT OF VISION ENTERPRISES HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, Vision Enterprises has requested the balance remaining in the developer's escrow account #7763830021 in the amount of \$215.00 to be released;

WHEREAS, Stanley J. Schrek, P.E., Land Use Board Engineer, noted that all outstanding invoices for professional services have been paid and he has no objections to the closure of this account.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Municipal Treasurer is hereby authorized to issue a check to Vision Enterprises in the amount of \$215.00

RESOLUTIONS

Motion made by Conry and seconded by Noone to approve Resolution 2020-76.

Roll Call: Conry, Cox, Duchemin, Noone, Norris, Valle and Higgins.
Ayes: 7, Nays: 0
Motion passes.

RESOLUTION 2020-76

**RESOLUTION AFFIRMING SUPPORT FOR THE WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS' RESOLUTIONS REQUESTING THE STATE AND FEDERAL GOVERNMENTS TO IMMEDIATELY ALLOCATE CRITICALLY NEEDED EMERGENCY AND ECONOMIC FUNDING TO THE COUNTY OF WARREN FOR THE COVID-19 PANDEMIC
AND
IMPLORING THE GOVERNORS OF NEW JERSEY AND PENNSYLVANIA, AS WELL AS THE BOARDS OF TRUSTEES OF ST. LUKE'S UNIVERSITY HEALTH NETWORK AND THE LEHIGH VALLEY HEALTH NETWORK, TO PROMULGATE UPDATED PROTOCOLS REGARDING OBSTETRICAL LABOR, DELIVERY AND VISITATION**

WHEREAS, in response to the deadly COVID-19 ("Corona Virus") pandemic the Borough of Washington has continued to work closely with the County of Warren on a coordinated and comprehensive response in order to mitigate the impact upon our residents as well as our economy; and

WHEREAS, the County of Warren has continuously demonstrated exceptional leadership during this period of time as well as an unprecedented level of cooperation with its municipal partners; and

WHEREAS, the Board of Chosen Freeholders of the County of Warren have implored both our Federal and State Government to take notice of the significant impact on residents and taxpayers of Warren County caused by the Corona Virus epidemic and to take immediate action to correct and address the inequities caused by the current allocation of State and Federal and provide the necessary funding and resources to the County of Warren and municipalities within the County to protect the health and safety of the public; and

WHEREAS, the Board of Chosen Freeholders of the County of Warren have further implored that Governor Phil Murphy of the State of New Jersey and Governor Tom Wolf of the

Commonwealth of Pennsylvania, as well as the respective boards of trustees of St. Luke's University Hospital Network and the Lehigh Valley Health Network, modify the policies for labor and delivery for the birth of a child to permit participation by designated family; and

WHEREAS, the Borough Council of the Borough of Washington wishes to affirm their support for these measures on behalf of the Board of Chosen Freeholders of the County of Warren and the people of the County of Warren;

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Washington, County of Warren, State of New Jersey, that certified copies of this resolution and the aforesaid resolutions of the Board of Chosen Freeholders of the County of Warren be sent to Governor Phil Murphy, Governor Tom Wolf, the respective boards of trustees of St. Luke's University Hospital Network, the Lehigh Valley Health Network, and the Board of Chosen Freeholders of the County of Warren.

VOUCHERS AND CLAIMS

Motion made by Conry seconded by Duchemin to pay the vouchers and claims.

ROLL CALL: Conry, Cox, Duchemin, Noone, Norris, Valle, Higgins.

Ayes: 6, Nays: 0 Abstain 1 (Higgins)
Motion Carried.

RECAP

Manager Hall stated that he will follow up with the representative from the Census to have him at the next meeting.

COVID numbers of those infected are going up in the Borough.

Governor Murphy talking about reopening plans for New Jersey beginning this Friday.

AUDIENCE/PUBLIC COMMENT

Mel Thiel, BID Executive Director, stated she is running things from her home. Not much going on. New guidelines will be coming out on how to run the markets this year. Volunteers are being sought to help out on Saturday with the market. The Warren County Economic Board put together a video which will be available on Facebook and the County's website. Support businesses in the borough by ordering curbside, they are still open.

Hearing no further public comment. Motion to close the public portion made by Norris and seconded by Duchemin, all were in favor.

COUNCIL REMARKS

Mayor Higgins gave the following remarks:

- Explained the updates that he and the Manager receive on a daily basis with the County and the Governor's office.
- Thanked the Manager for handling calls and updating Council.
- Asked how the staffing is doing.

Discussions regarding the staff and social distancing ensued. Manager Hall explained that installation of hand sanitizer stations in the building, DPW garage and in the trucks. Mayor Higgins asked the Manager to pass Council's thanks onto the staff.

Councilwoman Cox gave the following remarks:

- Construction blocks from the DPW located on a construction site near Sherwin Williams. Wants to know if the Borough would have any liability if someone gets hurt near the hole they are located.

Councilman Norris gave the following remarks:

- Inquired about the lights on at the ball field.
- Asked if parking enforcement was working.
- Inquired about birthday drive-bys being done by the Fire Department.
- Asked if the Church Street ally could be turned into a one-way.
- State Street being used as a cut through from Route 57. Inquired about this to the police several times.

Councilwoman Valle gave the following remarks:

- Thanked everyone for the updates and keeping council updated.
- Brought up an instance of a business being open past the 8:00 PM curfew.
- Stated condolences to the LUB secretary and borough families in the loss of their family members.

Councilwoman Duchemin gave the following remarks:

- Thanked everyone for the updates. Stated that she is finding it hard to find anyone who hasn't been impacted by the virus. People in the borough are losing family members and some are fighting for their lives. Very sad.

Councilwoman Noone gave the following remarks:

- Reiterated the thanks to everyone for their support and keeping everyone updated.
- Thanked the volunteers, the borough employees and the emergency workers.
- Plans being made on running the Farmers Market with new protocols.

Deputy Mayor Conry gave the following statements:

- Got volunteers to come out and help do shopping for the seniors and those with disabilities. Thanked Councilwoman Duchemin for getting the message out on Facebook.

Borough Clerk Laurie Barton expressed her gratitude to those on Council who supported her by re-appointing her as Borough Clerk and Registrar.

ADJOURNMENT

Hearing no further business, a motion was made by Valle seconded by Conry to adjourn the meeting at 8:33 pm.

Ayes: 7; Nays: 0
Motion Carried.

Mayor David Higgins

Laurie A. Barton, Borough Clerk